



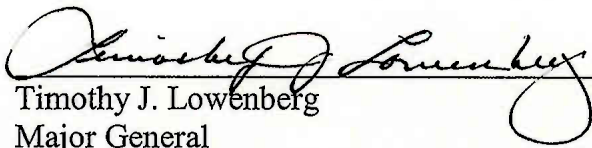
WASHINGTON MILITARY DEPARTMENT POLICY

Safety Policy 01-040-05 CHEMICAL HAZARD COMMUNICATION (HAZCOM)

1. **PURPOSE:** To provide a program that informs all staff, volunteers, and contractors on State facilities of the hazards of chemicals to which they are exposed in their work or to which they may become exposed during a foreseeable emergency; and informs the public about hazardous chemicals present at Washington Military Department (WMD) facilities and work sites.
2. **APPLICABILITY:** While it is my intent to have standardized and comprehensive safety, loss control, risk management and accident prevention programs across the Washington Military Department, this Policy is primarily applicable to all State employees, volunteers, and contractors on State facilities. Similar safety programs are mandated and in place for the Washington Air National Guard and Washington Army National Guard that apply to federal personnel to include Active Guard Reservists, traditional guardsmen in a federal military status and federal military technicians. It is my goal to properly integrate and interface these programs between divisions. For example, state employees who conduct maintenance activities in federal / state buildings occupied by National Guard units will have safety, occupational health and industrial hygiene interfaces and overlaps. I expect cooperation and collaboration in these areas to ensure there are no gaps in our programs and that issues are effectively managed by affected members, safety managers and our respective safety councils.
3. **REFERENCES:**
 - a. Chapter 296-800 -110 WAC, Employer Responsibilities
 - b. Chapter 296-800-170 Washington Administrative Code (WAC), Chemical Hazard Communication
 - c. EPA brochure "Community Right-To-Know and Small Business"
 - d. EPA Federal Register, 40CFR Parts 300 and 355, Part II Extremely Hazardous Substances List and Threshold Planning Quantities, Emergency Planning and Release notification requirements
 - e. EPA handbook, "Chemicals in Your Community - A Guide to the Emergency Planning and Community Right-To-Know Act"
 - f. WAARNG REG 200-1 "Washington Environmental Regulation"
 - g. WAARNG PAM 200-1 "Dangerous Waste Management Program"
 - h. WAARNG PAM 200-3 "Hazardous Materials Management Program"

- i. Washington Military Department Hazard Communication Handbook
- 4. POLICY: This policy in conjunction with the corresponding procedure and the Hazard Communication (HAZCOM) Handbook constitutes the Department's HAZCOM Program. The HAZCOM Program is intended to protect department and contract workers from the risks associated with exposures to gases, liquids and powders which contain hazardous chemicals.
 - a. All products containing hazardous substances shall be inventoried and its corresponding Material Safety Data Sheet (MSDS) shall be retained.
 - b. All WMD employees will be trained.
 - c. Each department facility or work site using chemicals in the workplace shall develop a local HAZCOM Program.
 - d. A copy of the HAZCOM Program shall be made available to any contract worker who enters the establishment or work site.
 - e. The State Military Department Purchasing Agent is designated as having the primary oversight of the overall list of chemicals and the corresponding Material Safety Data Sheets.
 - f. The Regional Supervisors have the primary responsibility to manage the department facility or work site HAZCOM program.
 - g. The Washington Environmental Office has the primary responsibility to manage the disposal of hazardous waste materials and to coordinate the Military Department emergency response efforts associated with chemical spill clean up and notification.

This policy will be reviewed and updated on a regular as needed basis.


Timothy J. Lowenberg
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The Adjutant General
Director, Washington Military Department

January 23, 2006
Date